



"People  
helping people  
help  
themselves"

Frank O'Bannon, Governor  
State of Indiana

*Division of Disability, Aging and Rehabilitative Services*  
402 W. WASHINGTON STREET, ROOM W382  
INDIANAPOLIS, IN 46204-2739

John Hamilton, Secretary

To: ICF/MR Level of Care Waiver and ICLB Interested Parties

From: Alison Becker, Director, Developmental Disabilities Services

Date: January 28, 2003

Re: DD Waiver Bulletin 31-  
ICLB Bulletin 5-  
Documentation Standards

Attached please find Documentation Standards for services on the Individual Community Living Budget (ICLB) program and the Home and Community Based Services Waivers for individuals who meet ICF/MR Level of Care (HCBS Waivers). These waivers are the Autism Waiver, the DD Waiver and the Support Services Waiver. We are issuing these documentation standards at the request of the provider community to help you know what both the Family and Social Services Administration Audit Services and the EDS Waiver Review Teams will be examining. These documentation standards also take into account the new Provider and Case Manager Standards.

These Standards are the result of collaboration among the Bureau of Developmental Disabilities Services, INARF and EDS. Audit Services has also reviewed and commented. EDS has agreed that these are the Standards by which the Waiver Review process will be completed.

We are recommending that you put these standards into effect as quickly as possible. In the coming months, EDS and the Office of Medicaid Policy and Planning will be issuing information about the recoupment process for the waiver reviews. The recoupment will be based on these Documentation Standards (for services rendered after January 1, 2003).

I hope you find these helpful. **Information about these standards new documentation standards as well as information about the Adult Foster Care and Independence**

**Assistance Services and an update on the Title XX program will be presented on Monday, January 27 at 10:00 a.m. in the Auditorium of the Indiana Government Center.**

I look forward to seeing you on January 27. Please contact me at 317/232-7842 if you have questions or if I may be of further assistance.

cc: FSSA Audit Services  
EDS Waiver Review Teams